

COURSE NUMBER: FHWA-NHI-151018

COURSE TITLE: Application of the FHWA Traffic Monitoring Guide

This course covers the application of procedures used as published in the FHWA's "Traffic Monitoring Guide" (TMG) and other recent developments in traffic monitoring, including:

1. An overview of the application of the TMG procedures to develop data and information needed to support State and national programs including the Highway Performance Monitoring System (HPMS), pavement management, safety management, congestion management, and environmental management
2. Discussion with attendees on specific issues that impact the application of the TMG procedure in traffic counting, vehicle weighing, etc.
3. Discussion of automated procedures for data collection and analysis and presentation of examples
4. Discussion of the AASHTO guidelines for traffic monitoring and the coordination of data collection to other Federal and national programs
5. Discussion of Traffic Monitoring System required in Intermodal Surface Transportation Efficiency Act (ISTEA)

OUTCOMES:

Upon completion of the course, participants will be able to:

- Describe the purpose and appropriate use of the TMG procedures
- Use the procedures for obtaining data for Federal and State programs
- Apply the data obtained to answer specific questions on Federal and State issues regarding traffic monitoring

TARGET AUDIENCE:

FHWA field office planners and State transportation or planning personnel responsible for or interested in traffic counting, vehicle classification, or truck weight data programs.

FEE: \$270 Per Participant

LENGTH: 2.0 Days (CEU: 1.2 Units)

CLASS SIZE: Minimum: 20; Maximum: 30

NHI Training Program Manager: Mila Plosky • (703) 235-0527 • mila.plosky@fhwa.dot.gov

Technical Information: Harshad Desai • (202) 366-5047 • harshad.desai@fhwa.dot.gov

Have questions about training and scheduling?
Contact the NHI Training Team for more information.



COURSE NUMBER: FHWA-NHI-151021
COURSE TITLE: Administration of FHWA Planning and Research Grants



The course covers the responsibilities and relationships among Federal, State, and local agencies involved in administration of FHWA planning grants to States and State subgrants to metropolitan planning organizations (MPOs) and local governments. It provides a forum for FHWA planning and financial staff, State, MPO, and other local agency staff to discuss the Federal requirements associated with highway planning program grant administration.

The course covers current changes to relevant administrative regulations and directives including Office of Management and Budget (OMB) Circular A-102; 49 Code of Federal Regulation (CFR) Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and local governments (USDOT's regulations implementing Circular A-102); and 23 CFR Part 420 (FHWA's regulations for highway planning and research funds). Limited coverage of allowable costs, cost allocation plans, and audit requirements is also included.

OUTCOMES:

Upon completion of the course, participants will be able to:

- Identify basic principles of grant administration
- Describe the hierarchy of laws, regulations, requirements, and the relationships among them
- Define the roles and responsibilities of those involved in grant administration
- Explain terminology associated with grant administration
- Apply Federal laws and regulations to administer grant funds
- Explain terminology associated with grant administration
- Locate the most current resource material
- Identify basic audit requirements
- Identify basic cost principles
- Define the basic principles of federalism in the Common Grant Rules

TARGET AUDIENCE:

FHWA, State Department of Transportation (DOT), Metropolitan Planning Organization (MPO) and other agency staff who expend or administer FHWA planning and research grants, including planning and fiscal staff. We strongly encourage a mix of staff from multiple agencies to foster our objective of cooperation among all affected parties.

FEE: \$270 Per Participant

LENGTH: 2.0 Days (CEU: 1.2 Units)

CLASS SIZE: Minimum: 20; Maximum: 30

NHI Training Program Manager: Mila Plosky • (703) 235-0527 • mila.plosky@fhwa.dot.gov

Technical Information: Kenneth Petty • (202) 366-6654 • kenneth.petty@fhwa.dot.gov



This course was recently updated and the length is now 2.0 days.

COURSE NUMBER: FHWA-NHI-151038**COURSE TITLE:** Introduction to Statewide Transportation Planning

The course is a collaborative effort among the FHWA Office of Planning, the National Highway Institute, the Federal Transit Administration, the National Transit Institute and various statewide planning, transit and industry representatives to develop a basic-yet comprehensive-course that will serve as an introduction to statewide transportation planning. Designed as an instructor-led, 2-day presentation, the overall course objective is to transfer to participants the necessary knowledge and skills for them to constructively participate in the statewide transportation planning process.

OUTCOMES:

Upon completion of the course, participants will be able to:

- Explain the relationship of statewide planning to Federal regulations and differing State and local requirements
- Describe the major elements of a statewide transportation plan
- List the players, their roles, and the issues involved in the statewide transportation planning process
- List the required products of the statewide transportation planning process
- Discuss the variety of methods, techniques, and strategies used to implement the plan
- Recognize how evaluation methods and performance measures are used in the statewide transportation planning process
- Recognize noteworthy statewide planning processes

TARGET AUDIENCE:

New planners (recent graduates without a transportation background); urban planners; DOT staff who are actively involved in statewide planning; engineers who are assigned planning duties but lack academic background in planning; metropolitan planning organization staff; Rural/Regional planning Organization staff; Regional Development Commissions staff; transit agency staff; those from other Federal resource or regulatory agencies: EPA, Federal Lands, Tribal Governments; college graduates without planning degrees; and consultants involved in transportation planning activities.

FEE: \$ Per Participant

LENGTH: 2.0 Days (CEU: 1.2 Units)

CLASS SIZE: Minimum: 20; Maximum: 30

NHI Training Program Manager: Mila Plosky • (703) 235-0527 • mila.plosky@fhwa.dot.gov

Technical Information: Robert Ritter • (202) 493-2139 • robert.ritter@fhwa.dot.gov



The On-Site Course Request Form (FWHA Form 1530) is located in the back of the catalog. Please make copies of the form for future use.

COURSE NUMBER: FHWA-NHI-151039

COURSE TITLE: Applying GIS and Spatial Data Technologies to Transportation

This course was developed by FHWA—in cooperation with the Bureau of Transportation Statistics—to train participants in how to implement transportation planning applications that rely on spatial data technologies. Examples of applications using today's major spatial data technologies are described. Aspects of the example applications (i.e., level of effort for development, technological challenges, training needs, and evaluation measures) are discussed. Particular emphasis is placed on crosscutting implementation issues, both technological and organizational. Exercises are focused on how to make use of spatial data technologies in an environment where data sharing and cooperative agreements are essential components for success. Reflecting NHI's commitment to learner-centered training, the course offers participants opportunities for discussion and joint problem solving, through which they will gain information about the roles and responsibilities of other team members.

The overall course goal is to prepare participants to evaluate and plan for the implementation of a variety of transportation planning applications that rely on spatial data technologies.

OUTCOMES:

Upon completion of the course, participants will be able to:

- Recognize emerging/current spatial data technologies
- List the technologies
- List the benefits and limitations of each technology
- Benchmark the trends in terms of high, medium, and low risk for implementation
- List reasons a transportation planner would want to apply the technology
- Describe specific examples of applications utilizing spatial data technologies in transportation decision making
- Identify common obstacles when implementing each technology.
- Recognize the value of cooperative efforts-both internal and external-when implementing the technologies

TARGET AUDIENCE:

Participants should have a basic understanding of geographic information systems (GIS) or have completed course FHWA-NHI-151029 Applications of GIS for Transportation. Various professional users of spatial data technologies from State departments of transportation, metropolitan planning organizations, county/city governments; professional staff from State/Federal agencies that have cooperative efforts with other agencies such as environmental data warehouses (e.g., Florida, North Carolina, etc.); transit agencies; airport/port authorities; and consultants.

FEE: \$270 Per Participant

LENGTH: 2.0 Days (CEU: 1.2 Units)

CLASS SIZE: Minimum: 20; Maximum: 30

NHI Training Program Manager: Mila Plosky • (703) 235-0527 • mila.plosky@fhwa.dot.gov

Technical Information: Mark Sarmiento • (202) 366-4828 • mark.sarmiento@fhwa.dot.gov

You don't need to be a government agency to host a course. For instructions on how to host a course, please see page 7.



COURSE NUMBER: FHWA-NHI-151041**COURSE TITLE:** Linking Planning and NEPA: Towards Streamlined Decision Making

The Federal Highway Administration and the Federal Transit Administration are offering a new opportunity to foster change in the culture that underlies transportation planning and project development. Linking Planning and NEPA: Towards Streamlined Decision Making is a two part series of facilitated workshops focused on identifying the current process for performing planning and NEPA studies in support of project-level decisions, and developing strategies for achieving greater integration in this work.

Designed for Federal and State transportation and environmental resource agencies, participants will work together to build a framework for project development decision making that ensures environmental quality through a clear sequence of decisions made with the right information by the right people at each decision point.

The first in the series is a 4-hour, facilitated, interagency executive session for key managers and directors that are involved in the planning and NEPA decision-making processes. In collaboration, key managers will describe the existing planning and project development processes within their State or region, as well as identify available strategies for improving integration of these processes. At the end of this session, they will develop a charge for process change for their respective staff who will be participants in the subsequent managers workshop.

The managers workshop is for project managers and other key managers who participate in transportation planning and project development studies, as well as those who draft related documents. Managers workshop participants will discuss “how to” techniques for carrying out a seamless and collaborative process. The product of the managers workshop will be an action plan listing steps that will bring about better planning and decision making, which leads to enhanced environmental stewardship and streamlined delivery of transportation projects.

OUTCOMES:

Upon completion of the course, participants will be able to:

Executive Session:

- Discuss the case for linking planning and the NEPA process by identifying the breakdown points within their current processes
- Identify the benefits that a seamless decision-making process would bring to their organizations and their respective stakeholders
- Distinguish the pertinent enablers and constraints that need to be addressed in order to link planning and NEPA
- Formulate the key issues, tools, strategies, and “must do’s” that are essential to accomplish the link within their respective organizations
- Empower their managers to implement the decisions and agreements reached in this session

Managers Workshop:

- Describe their planning and project development process, identifying the series of decisions that occur within the process and the important linkages between phases of the process
- Identify barriers to collaboration and describe techniques that other organizations use to overcome similar barriers and avoid duplication between planning and NEPA
- Explain the changing nature of alternatives at various points within their process and describe the kinds of information needed for sound and sustainable decision making at each phase
- Adopt a set of basic planning principles that support a sound analysis of alternatives and guide staff in the use of these principles to inform decision making
- Accept environmental stewardship as a legitimate and beneficial goal for transportation agencies and explain how this goal will be manifested in their process
- Manage a multifaceted, seamless, and linked planning and project development process
- Develop an action plan for linking planning and the NEPA process into a seamless framework for decision making

TARGET AUDIENCE:

This course is limited to representatives of the host State only. Every effort must be made to include key Federal, State, and other managers with relevant responsibilities for particular geographic areas because a transportation agency cannot independently change the way that planning and the NEPA process are used to make decisions. Specifically, this course is for staff from:

Transportation agencies: the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), State departments of transportation (DOTs), metropolitan planning organizations (MPOs), transit agencies, State/county/local planning agencies, and tribal governments.

Environmental resource agencies: the Environmental Protection Agency, the Army Corps of Engineers, the Fish and Wildlife Service, National Park Service, State departments of environmental resources, State and local air quality agencies, State historic preservation office, and tribal governments.

The executive session is aimed at upper-level managers and directors—from both planning and resource agencies—with responsibilities for transportation planning, environmental analyses, and/or project development.

The managers workshop is intended for key managers who lead transportation planning and project development studies, as well as planning and environmental managers from the USDOT modal administrations.

FEE: FHWA is funding six sessions of this course.

LENGTH: 3.0 Days (CEU: 2.4 Units)

CLASS SIZE: Minimum: 20; Maximum: 50

NHI Training Program Manager: Mila Plosky • (703) 235-0527 • mila.plosky@fhwa.dot.gov

Technical Information: Rob Ritter • (202) 493-2139 • robert.ritter@fhwa.dot.gov

Online courses consist of interactive instructional material in Web-based format that can be accessed from any computer with an Internet connection. For more information about online courses contact Debbie Gwaltney at (202) 366-9379 or debbie.gwaltney@fhwa.dot.gov.



COURSE NUMBER: FHWA-NHI-151042

COURSE TITLE: Safety Conscious Planning: Planning it Safe



This course was jointly developed in cooperation with the FTA and the National Transit Institute.

This course is designed to identify opportunities for improving the manner in which safety is integrated as a key planning factor and performance measure in all transportation plans and programs.

OUTCOMES:

Upon completion of the course, participants will be able to:

- Identify the benefits of addressing safety early and throughout the transportation planning process
- Identify the key safety factors of surface transportation modes (e.g., bus, rail transit, passenger motor vehicles, commercial vehicles and commercial motor carriers, walking, and bicycle)
- Discuss data availability, analysis, and performance measures to address local, corridor, and area-wide safety problems
- Identify safety strategies related to users, vehicles, infrastructure, and system operations
- Illustrate approaches for including and evaluating transportation safety projects in transportation plans and programs
- Identify key traditional and nontraditional safety partners and opportunities for collaboration
- Discuss how to organize and implement an effective safety-conscious plan and how to monitor implementation progress

TARGET AUDIENCE:

This course is intended for transportation planning and safety professionals representing MPOs, State DOTs, transit agencies, FTA, FHWA, local planning organizations, motor carrier safety offices, law enforcement; State highway safety specialists; representatives from State Governors' highway safety offices, infrastructure programs, public utility commissions, and consultants.

FEE: \$270 Per Participant

LENGTH: 2.0 Days (CEU: 1.2 Units)

CLASS SIZE: Minimum: 20; Maximum: 35

NHI Training Program Manager: Mila Plosky • (703) 235-0527 • mila.plosky@fhwa.dot.gov



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